

OFFICIAL TRANSCRIPT OF THE
MARYLAND DEPARTMENT OF TRANSPORTATION
MARYLAND TRANSIT ADMINISTRATION
PRE-PROPOSAL CONFERENCE
FOR
TRANSIT SERVICE PLANNING
SOLICITATION NO. MTA-1431

APRIL 14, 2014

10:00 A.M.

Maryland Transit Administration
6 St. Paul Street, 7th Floor Conference Room
Baltimore, Maryland 21202

Agency:

Marsha Turnipseed, Procurement Officer
Paula Cullings, Director, Office of Fair Practices
Michael Walk, Director of Service Development
Robert Pond, Chief, Data Collection and Analysis

Participants:

Harvey Zelefsky, Jacobs Engineering
Iain Banks, Nelson Nygaard
Tony Brown, Whitman, Requardt & Associates
Jim Bunch, Sabra-Wahg
Kenneth Goon, RK&K
Steve McCarthy, RK&K
Julia Webster, RK&K
Rick Hotchkiss, The Hotchkiss Group
Don Kloehn, Tindale-Oliver & Associates
Vince Pielli, Urban Engineers
Kevin Quinn, STV
Jim Ritchey, Whitman, Requardt & Associates
Jen Johnson Surniak, STV
Nathaniel Grier, VHB

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1 MS. TURNIPSEED: We're going to get started. Good
2 morning.

3 VARIOUS SPEAKERS: Good morning.

4 MS. TURNIPSEED: This is the Pre-Proposal Conference
5 for RFP No. MTA-1431, Transit Service Planning. My name is
6 Marsha Turnipseed and I am the Procurement Officer for this
7 competitive sealed solicitation. This meeting is being
8 recorded.

9 Now we'll have introductions. Please state your name,
10 the company that you are representing, for the record. Marsha
11 Turnipseed, Maryland Transit Administration, Procurement
12 Division.

13 MS. CULLINGS: Paula Cullings, Director of the Office
14 of Fair Practices for MTA.

15 MR. WALK: Michael Walk. I'm the Director of Service
16 Development at MTA.

17 MR. POND: Robert Pond, Chief, with Data Collection
18 and Analysis, MTA.

19 MR. GRIER: Nathaniel Grier, VHB.

20 MR. GOON: Ken Goon, RK&K.

21 MR. MCCARTHY: Steve McCarthy, RK&K.

22 MR. KLOEHN: Don Kloehn, Tindale-Oliver.

23 MR. BROWN: Tony Brown, Whitman, Requardt &
24 Associates.

25 MR. RITCHEY: Jim Ritchey, Whitman, Requardt &

1 Associates.

2 MR. HOTCHKISS: Rick Hotchkiss, The Hotchkiss Group.

3 MR. BUNCH: Jim Bunch, Sabra-Wahg.

4 MR. BANKS: Iain Banks, Nelson Nygaard.

5 MS. SURNIAK: Jen Johnson Surniak, STV.

6 MR. QUINN: Kevin Quinn with STV.

7 MS. WEBSTER: Julia Webster, RK&K.

8 MR. PIELLI: Vince Pielli with Urban Engineers.

9 MR. ZELEFSKY: Harvey Zelefsky, Jacobs Engineering.

10 MS. TURNIPSEED: Okay. Wonderful. Thank you.

11 Later you will hear from Paula Cullings, who's
12 from the Office of Fair Practices, and Mr. Michael Walk, who's
13 from the Office of Service Development.

14 There is a sign-in sheet that is going around.
15 Please make sure you sign in. There -- if you haven't done so,
16 please make sure you do so before you leave. Also, I have
17 distributed the Planholder's List, as it was stated yesterday;
18 as it was recorded yesterday. So if you downloaded the
19 documents from our website after yesterday's date, then your
20 name or company's name will not appear on the Planholder's List
21 at this time.

22 The Planholder's List basically is used for
23 disseminating the information or changes regarding this
24 solicitation. So that we ask that you look at the Planholder's
25 List and ensure that the information -- specifically your email

1 address, is correct, as this is how we disseminate any changes
2 regarding this solicitation.

3 A copy of the meeting's transcript or a summary of the
4 meeting will be available on the MTA's website for your review.

5 If you have any questions about this solicitation,
6 please direct all questions in writing to my attention. Only
7 the answers from the Procurement Officers are the official
8 position of the Agency. Any information, including questions
9 from Consultants, which alter the specifications, the proposal
10 submission instruction, or which is likely to affect the
11 Consultant's proposal, will be issued by the Procurement Officer
12 as a written addendum to the solicitation to anyone who received
13 a copy of the solicitation.

14 All addenda will be accessible from the MTA website.
15 We do not put addendums for this solicitation on eMaryland
16 Marketplace. However, we will notify any participants that have
17 used eMaryland Marketplace that an addendum does exist, but the
18 addendum itself will have to be downloaded from the MTA website.

19 We ask that you remember that you're only proposing on
20 the written specifications contained in the solicitation
21 documents, and any written addenda that I may issue. I will
22 briefly highlight some of the contractual and administrative
23 information that is within the Request for Proposal documents,
24 then I will turn the meeting over to the other panel members to
25 discuss the Scope of Work and the DBE requirements, and open the

1 floor for additional questions.

2 First, this proposal is awarded one contract for the
3 initial period of three (3) years, with a two (2) one-year
4 renewal option. *The submission deadline date for all written*
5 *inquiries is Friday, April the 25th, by close of business. The*
6 *proposal closing due date time is Friday, May the 9th, by 3:00*
7 *p.m.* In the solicitation documents it mentions that on, I think
8 page ii, that the closing time is 2:00 p.m. The correct closing
9 time is 3:00 p.m. So, by 3:00 p.m., May the 9th, all proposals
10 must be submitted by that time.

11 Section 4, page 28, Proposal Format. Please adhere to
12 the format in the RFP and respond accordingly.

13 On page 25 in the RFP, are the insurance requirements.
14 Prior to the execution of the contract, the contractor must
15 obtain at its own cost and expense and keep in force and in
16 effect during the term of this contract, including all
17 extensions. The insurance is specified in Section 3.4,
18 Insurance Requirements.

19 On page 34 of the RFP, Additional Required Technical
20 Submission list the documents that shall be fully executed and
21 included in the technical proposal in order to submit a
22 responsive proposal. All required documents are included as
23 attachments. Please do not change the format of these
24 documents.

25 On page 35, Section 5, it states the Evaluation

1 Criteria and Selection Procedures. Listed in order of
2 importance are the evaluation criteria for which an evaluating
3 team will be evaluating your technical and financial proposals.
4 Remember to submit your technical and financial proposals, shall
5 be sealed separately from one another. Offeror's proposals will
6 be reviewed by the Evaluation Committee set up by the MTA. The
7 Committee will review and rate all proposals individually, and
8 an initial technical ranking will be completed.

9 Offerors who have been deemed reasonably susceptible
10 of being recommended for award may be contacted to make an oral
11 presentation. The oral presentation will allow the Evaluation
12 Committee to ask questions and/or enter into discussions with
13 regards to the offeror's proposal. This presentation also will
14 provide an opportunity for the offeror to clarify aspects of the
15 proposals as requested.

16 Again, there were a few items that came to my
17 attention that were incorrect in the original solicitation
18 documents that were advertised on April the 1st, and those
19 things were, as I stated before, the closing date and time on
20 page iii states May the 9th at 2:00 p.m. And that closing date
21 should state May the 9th at 3:00 p.m.

22 Also, on page 61, the reference to MBE is incorrect.
23 The correct reference should be DBE, as this is a federally
24 funded contract.

25 These and any known changes will be included in an

1 addendum.

2 Are there any questions related to your contractual
3 and administrative requirements of this RFP?

4 [There was no response].

5 MS. TURNIPSEED: Wonderful.

6 It is the goal of the administration that we have DBE
7 and MBE participation in all contracts. Therefore, a
8 subcontracting goal of 30 percent (30%) has been established for
9 this procurement. Ms. Paula Cullings from the Office of Fair
10 Practices will provide you with instructions on these
11 requirements. Ms. Cullings?

12 MS. CULLINGS: Good morning, everyone. As stated, the
13 goals are 30 percent (30%), and when you seek your DBE firms you
14 will go to the Directory of the MDOT website.

15 When you're in the website for MDOT, you will see
16 firms that are MBE/DBE certified, and certainly you can use
17 those firms. You may also find firms that are DBE only, and if
18 you see firms that are MBE only then obviously you cannot use
19 them on this solicitation.

20 The Directory has approximately 6,000 firms. They're
21 certified all over the country, and some away from the country,
22 to say the least. So we don't have everyone narrowed into
23 Maryland. We expect that these goals can be met, and therefore
24 you have some forms, A through E, in your solicitation.

25 At the time that you submit the proposal in that

1 particular packet or envelope, you shall submit Forms A and B.
2 Form A is your commitment to the goal or your commitment that
3 you want to do something different, that you will be asking for
4 a waiver, or what other particulars they are.

5 Form B, for those who are going to commit to the
6 goals, will give you an opportunity to identify who would the
7 DBEs be that will participate with you. That form asks you to
8 identify them by name, certification number, and what percentage
9 of the business are you providing to them regarding the work --
10 the Scope of Work. Now, the work has to be Commercially Useful
11 Function, so whatever they're certified for that's on their
12 profile, be it NAICS codes or just in written word, must be a
13 match. So you can't utilize them for something different. We
14 would find that to be in non-compliant.

15 You will indicate, as I say, the percentage. At a
16 later date when it is determined who would be the intended
17 awardee, it is at that time that you may submit Forms C and D.
18 "C" tells us how did you go about seeking your DBE
19 participation, and "D" gets to be more specific as to what will
20 the firms do that are already listed on "B." You will sign that
21 form and they will sign the form. I will accept a faxed
22 document if you need to fax it to you DBE for signature.

23 There is also a Form E in the packet, and Form E
24 allows you to request a waiver for that that you feel you're not
25 able to meet. It is quite a detailed comprehensive packet, and

1 it requires you to tell the story. What efforts did you make in
2 good faith that you would be asking for a waiver because you
3 cannot meet these goals? That will be evaluated, and it's not a
4 guarantee that your request will be "yes," but certainly we will
5 be looking at what others have been able to do, and so on, and
6 whether or not comprehensively you have contacted people in an
7 ample amount of time. And if this is the case, then you would
8 ask them for something declining to do business, but we don't
9 expect to see only three to five people that you would have
10 reached out of 6,000 in the Directory.

11 There are probably some new items in your
12 solicitation. One is about prompt pay. You shall pay your DBE
13 within ten (10) days upon receipt of payment from MTA. However,
14 you should be paying them regardless, whether MTA pays you or
15 not. It's like your VISA credit card. Net 30 days, you're
16 billed. It's not about did you get your paycheck or your tax
17 return, you have to pay that bill. But, however, for the sake
18 of "we haven't been paid yet" as to why you've not paid your
19 subcontractors -- we take this very serious -- then you need to
20 contact me and let me help you get paid so that you can pay
21 those subcontractors.

22 You cannot terminate a DBE for convenience. Our
23 documents say to you that we can terminate you for convenience,
24 but you cannot terminate your DBE participants for convenience.
25 It shall be for cause and before that cause is determined, you

1 have to come through our office so we can have cure session, and
2 then we will look towards whether or not this particular DBE is
3 not working for you, for all the right reasons, and be allowed
4 to certainly replace them. But you cannot submit to the DBE
5 that they're terminated and we have not had this process through
6 the Office of Fair Practices.

7 We encourage you to use DBE financial institutions
8 that may be stamped on the front page of your solicitation.
9 That is one of the issues that the Federal DBE program is
10 pushing at this time -- to encourage that utilization.
11 Certainly they would be certified, but perhaps because they're
12 financial institutions, they may not be certified. But be it as
13 it may, that is an encouragement.

14 When you receive your notice of interest where you
15 would be submitting your Forms C and D, you would also be
16 providing E if you have asked for a waiver at that time.

17 I think I've covered everything. You might find in
18 the Directory, however, a firm that has the word "graduated" in
19 front of a particular NAIC code. They are still certified as
20 the DBE firm, however, they've graduated only for that portion
21 of work. Sometimes that work is very similar to a few other
22 items in the same profile, but nevertheless, we can provide any
23 clarity that you would need. You cannot use them for that
24 portion of work that they're graduated from.

25 I do want to turn your attention to MDOT directly

1 should you have any problems navigating the system, or you have
2 some inquiries about the particular profile of the DBE firm.
3 Their number would be 410-865-1269. Whoever answers, let them
4 help you because we don't want to hold you up in this section of
5 your proposal and not get adequate information. You do not have
6 to contact your Procurement Officer for a matter of that nature.
7 Go forward, deal with MDOT. If there's something that you are
8 not sure about on the profile of the firm or some -- sometimes
9 people will give you an acronym but they are certified in a full
10 name or vice versa, so you want to get that clear.

11 Anyone who is not certified today, it's not likely
12 they can get certified in time for this solicitation. All DBEs
13 that you list shall be certified at the time that you submit
14 your proposal. It will not be a pending situation. Oh, they
15 have the application in, they're pending, and we're going to put
16 them down. That's not going to be acceptable. That would deem
17 you nonresponsive or not in compliance. And we certainly want
18 you to have the benefit of being compliant for this portion of
19 your proposal.

20 So anything that we can do to help you along the
21 way, please submit your questions, and if it's personal, maybe
22 you're trying to navigate something about a DBE that we can help
23 you with directly, then certainly you can call directly to us
24 and we will try to help you. Perhaps it's not a question for
25 the public, but a question that you have in your own accord. It

1 is very important that the firms are used as a Commercial Useful
2 Function to the Scope of Work for the whole proposal.

3 It's very important that you utilize the firms because
4 we will be tracking the compliance. That means on a monthly
5 basis hereafter, whoever is the awardee, you will provide to us
6 a monthly report of how you are paying these subs. And the subs
7 would have to do their own independent report directly to us on
8 what they are receiving. That is our measurement to determine
9 that you are meeting the goals along the way.

10 Now, this is a three-year contract; correct?

11 MS. TURNIPSEED: Yes. Correct.

12 MS. CULLINGS: So that means the 30 percent (30%) goal
13 is over the life of the contract. So I'm not expecting to see
14 30 percent (30%) every year. The 30 percent (30%) is over the
15 life of the contract, so that means you have time to move in
16 with your DBEs, but we will be checking with you to determine
17 when will they come aboard to do various sundry things that you
18 have listed. You will submit a monthly report at any rate with
19 zero if that's not happening, and you will say that they're not
20 engaged at this time. But that's the way we will monitor your
21 participation.

22 If you have any problems with the DBEs after the fact,
23 or things are changing, you need to bring it directly to the
24 Office of Fair Practices. You don't have to go through the
25 Project Manager for that. That is a matter of wanting to make

1 some exchanges, and we will work with you on that.

2 Are there any questions?

3 [There were no questions].

4 MS. CULLINGS: Good luck, everyone. Thank you.

5 MS. TURNIPSEED: Thank you, Paula. Next we'll have
6 the Project Manager, Mr. Michael Walk, who will speak about the
7 Scope of Work. Mr. Walk?

8 MR. WALK: Okay. The thrust and philosophy of this
9 entire project is to give the Office of Service Development and
10 the MTA as a whole an avenue, you know, to improve its transit
11 strategy over the long haul. You know, we have lots of
12 opportunity to make the service work better for the region, and
13 I believe the entire, you know, scope lists out specific types
14 of tasks that will be used, not only in the office's
15 development, but also that might pertain to locally operated
16 transit systems as well as other transit providers in the
17 region.

18 There's also work in there for survey, data
19 collection, field work, so this -- to really to augment -- well,
20 augment the resources that MTA currently has internally to do
21 transit planning.

22 So, I mean, I don't know what else -- a summary of,
23 you know, there's a lot of need. It's been a long time since
24 we've really had an ongoing, you know, strategic vision for
25 transit planning inside the MTA, particularly on our directly

1 operated service, bus, in particular and we need to be able to
2 continue that work, keep it going full bore.

3 So, that's really what this contract is about. So,
4 I'm hoping that was a good enough overview; I wasn't, you know,
5 prepared.

6 MS. TURNIPSEED: Again, in the solicitation document,
7 starting on page 18, Section 3, it defines the scope of this
8 project, and pretty much in detail.

9 So are there any other questions that the panel here
10 today can answer for you? And again, these are just for
11 informational purposes. If you want the official position, we
12 ask that you submit all questions in writing.

13 So are there any questions that we could answer for
14 you today?

15 MR. KLOEHN: Ms. Turnipseed?

16 MS. TURNIPSEED: Yes?

17 MR. KLOEHN: Don Kloehn, Tindale-Oliver. It says that
18 we should submit a unbound original. Can the copies be bound
19 copies of --

20 MS. TURNIPSEED: Yes.

21 MR. KLOEHN: Okay. Thanks. And also at Tab I of the
22 -- in 44210, it requires a list of current or prior State
23 contracts.

24 MS. TURNIPSEED: Okay.

25 MR. KLOEHN: Would that also include local entities --

1 local government entities in -- within the State of Maryland?

2 MS. TURNIPSEED: I would say yes.

3 MR. KLOEHN: Okay.

4 MS. TURNIPSEED: But if you, I mean, if you want me to
5 give you the official -- it means the difference in how big your
6 proposal would be, I would say send your question in writing and
7 I will give you the official --

8 MR. KLOEHN: Okay.

9 MS. TURNIPSEED: -- but I would say yes --

10 MR. KLOEHN: All right.

11 MS. TURNIPSEED: -- that would include all
12 jurisdictions, whether it's local or State.

13 MR. KLOEHN: Thank you.

14 MS. TURNIPSEED: Any other questions?

15 MR. BANKS: Iain Banks from Nelson Nygaard. Just a
16 couple of questions. One is, how strict are the insurance
17 requirements? Are they -- do they have to meet those --

18 MS. TURNIPSEED: I would say normally 99 percent of
19 the time we adhere to the insurance requirements.

20 MR. BANKS: Okay.

21 MS. TURNIPSEED: If it's a situation where you would
22 like us to revisit that situation, send a question in writing.
23 We'll have our legal advisors as to whether or not there is any
24 wiggle room.

25 MR. BANKS: Okay.

1 MS. TURNIPSEED: Okay.

2 MR. BANKS: And just the final question would be
3 again, how strict are you on the FBI background checks?

4 MS. TURNIPSEED: Very strict.

5 [Laughter].

6 MS. TURNIPSEED: I would say very strict.

7 MR. BANKS: Okay.

8 MS. TURNIPSEED: Yes, I would say we would adhere to
9 the FBI check.

10 UNIDENTIFIED SPEAKER: Worried about that?

11 [Laughter].

12 MR. BANKS: Not me personally.

13 [Laughter].

14 MR. BUNCH: I have real quick question on the process
15 for sending out task orders and whatnot. It says --

16 MS. TURNIPSEED: -- Okay. Can you state your name and
17 your company?

18 MR. BUNCH: I'm Jim Bunch, Sabra-Wahg.

19 MS. TURNIPSEED: Okay.

20 MR. BUNCH: It says that we have to respond within
21 five working days, depending on the time it's issued. Do -- at
22 times when you send out a written request, do you extend that
23 time period --

24 MS. TURNIPSEED: Sure --

25 MR. BUNCH: -- or is that just --

1 MS. TURNIPSEED: -- if it's room for adjustment,
2 depending on the size of the task, would you say, Mr. Walk?

3 MR. WALK: Yes.

4 MR. BUNCH: Okay. That's my main concern.

5 MS. TURNIPSEED: Yes. It would be depend on the task
6 that's just for general purposes, and then in writing, sometimes
7 it could be a email confirmation or -- it's all -- it's not
8 actually sending in a paper request. So it --

9 MR. BUNCH: Okay.

10 MS. TURNIPSEED: -- depends on the task.

11 MR. BUNCH: Okay.

12 MS. TURNIPSEED: Any other questions?

13 MR. GOON: Ken Goon from RK&K. There is a Section 3.5
14 on page 26 that relates to Problem Escalation Procedure, and
15 there's also a reference to that under 4.4.2.6 under the Offeror
16 and Technical Responses --

17 MS. TURNIPSEED: What page --

18 MR. GOON: -- letter (d).

19 MS. TURNIPSEED: -- is that on? The one you're
20 referring to.

21 MR. GOON: Uh, it's two pages. One is on 26 --

22 MS. TURNIPSEED: Uh-huh.

23 MR. GOON: -- and then there's also an additional
24 reference on page 30, at the bottom of the page, 4.4.2.6(d),
25 which also relates to Problem Escalation Procedure.

1 And one can read what is said on page 26, but I just
2 have a question. Is there anything that the panel could offer
3 in terms of expansion or clarification for this requirement and
4 what it really relates to?

5 MS. TURNIPSEED: I cannot. I would have to check and
6 see where the difference lie in the requirements.

7 MR. GOON: I'm not saying page 26 and page 30 are
8 inconsistent.

9 MS. TURNIPSEED: Okay.

10 MR. GOON: I'm just asking for any clarification. Is
11 this more --

12 MS. TURNIPSEED: Clarification?

13 MR. GOON: -- contract administration or is it
14 technical or kind of what's the intent of this?

15 MS. TURNIPSEED: I would say more contract
16 administration, but I would have to read it in detail and get
17 back to you.

18 MR. GOON: Okay. Anything you could offer -

19 MS. TURNIPSEED: Okay.

20 MR. GOON: -- that might help us.

21 MS. TURNIPSEED: Okay. Can you send me that in
22 writing, Ken --

23 MR. GOON: I sure can.

24 MS. TURNIPSEED: -- and I will take --

25 MR. GOON: Sure.

1 MS. TURNIPSEED: -- a look at it for you.

2 MR. GOON: Uh-huh.

3 MS. TURNIPSEED: Okay.

4 Anything else?

5 MR. ZELEFSKY: Harvey Zelefsky with Jacobs. On page
6 28, on Section 4.2.3 is a requirement for a second version of
7 Volume 1 and Volume 2, a CD, a .pdf version. Do you want that
8 on one CD or two separate CDs?

9 MS. TURNIPSEED: It can be on the same CD.

10 MR. HARVEY: It can be on the same?

11 MS. TURNIPSEED: Yes.

12 MR. HARVEY: Okay. Thank you.

13 MS. TURNIPSEED: Any other questions?

14 MR. ZELEFSKY: I don't have a question. It comes more
15 of a suggestion.

16 MS. TURNIPSEED: Uh-huh.

17 MR. ZELEFSKY: Is this an appropriate time to --

18 MS. TURNIPSEED: Yes.

19 MR. ZELEFSKY: -- make a suggestion?

20 MS. TURNIPSEED: We'll see. What is the suggestion?

21 [Laughter]

22 MR. ZELEFSKY: It's in regards to the labor categories
23 or financial statement -- the staff positions, and the titles of
24 the names of the categories.

25 MS. TURNIPSEED: Uh-huh.

1 MR. ZELEFSKY: And I have a suggestion and I wrote it
2 up for just -- it eases the simplicity. There can be some
3 confusion when you have multiple titles for the same name. I'm
4 not recommending changes to what's required of the position,
5 just the position title. So something I could leave with you
6 for consideration?

7 MS. TURNIPSEED: Sure.

8 MR. ZELEFSKY: Okay.

9 MS. TURNIPSEED: Did you want to share it now, or --

10 MR. ZELEFSKY: Well --

11 MS. TURNIPSEED: Okay.

12 MR. ZELEFSKY: -- I can give it to you now.

13 MS. TURNIPSEED: I didn't know if you wanted to share
14 it with everyone else.

15 MR. ZELEFSKY: I can.

16 MS. TURNIPSEED: Okay.

17 MR. ZELEFSKY: I can read it out for --

18 MS. TURNIPSEED: Okay.

19 MR. ZELEFSKY: -- for everyone.

20 There are nine different staff positions. The first
21 one, Project Manager, would stay the same. The second one,
22 which is currently Task Leader/Principle Transportation Planner,
23 I would suggest that it just be Task Leader. The -- number
24 three, Transit Schedule Maker, I would recommend -- suggest that
25 be Principal Transportation Planner. The fourth one,

1 Transportation/Policy Planner, I suggest it should be
2 Transportation Planner. The fifth one, Transit
3 Planner/Transportation Analyst should be Transportation Analyst.
4 The Transit Data Analyst would become just Transit Analyst.
5 Administrative Assistant would stay the same. Transit Field
6 Data Collector would be Field Data Collector, and Survey
7 Collector would remain Survey Collector.

8 Simplicity and for ease of everyone's understanding.
9 It's just a suggestion.

10 MS. TURNIPSEED: Okay. The third one is Manager, not
11 Maker. Transit Service Schedule Manager.

12 MR. ZELEFSKY: Oh, it is Manager. My mistake. I
13 typed it too quickly this morning.

14 MS. TURNIPSEED: Any other questions?

15 MR. BUNCH: I have one other quick question. Jim
16 Bunch from Sabra-Wahg. I don't see -- and maybe I'm missing it
17 -- anything on deliverable requirements form number -- will that
18 -- those be part of the task orders? Does it have to be
19 accessible in, you know, web document format or tagged or --

20 MS. TURNIPSEED: For the task or for the
21 solicitations? Which one?

22 MR. BUNCH: For the tasks.

23 MS. TURNIPSEED: Yeah, that would be --

24 MR. WALK: It would be task --

25 MS. TURNIPSEED: -- within the tasks.

1 MR. WALK: -- specific, yeah.

2 MS. TURNIPSEED: Yeah.

3 MR. WALK: -- So whenever we issue a task --

4 MS. TURNIPSEED: Yeah, that would be --

5 MR. BUNCH: You'll give those --

6 MR. WALK: Yeah. We would talk to those --

7 MS. TURNIPSEED: Right.

8 MR. WALK: -- details.

9 MR. BUNCH: Okay.

10 MS. TURNIPSEED: Yeah. That would be specific for the
11 task. Any other questions?

12 [There were no questions].

13 MS. TURNIPSEED: Okay.

14 MS. CULLINGS: I'm going to jump back in. I figured I
15 would leave out something very important, and it's relatively
16 new.

17 You may read about liquidating damages as it relates
18 to the MBE and DBE Program, and that relates to the lack of
19 meeting the goals accordingly. So, that is a new item to pay
20 attention to. It has the scale of the amount and it would be a
21 case-by-case matter. It's not an automatic, but certainly be
22 mindful that it is present.

23 I also wanted to indicate that there are DBEs who
24 might bid as a prime. That DBE would have to show the 30
25 percent (30%) of the work that they would be doing themselves

1 with their own staffing in order to be exempt from meeting the
2 goals with additional DBE firms. Naturally we would expect that
3 if you are subbing work that you would utilize other DBE firms,
4 but it is not required of the DBE to meet the goal if they are,
5 in fact, able to do 30 percent (30%) of the work with their own
6 staff.

7 And given the nature of this solicitation or proposal,
8 many times the work is parred out to other people. But if
9 you're using your own staff to do 30 percent (30%) of the work,
10 which is what the goals are, then of course you would have met
11 the goals in that matter.

12 Now, I understand that it's possible that this will be
13 a baffo at the end of the day when it's all said and done. And
14 it's only at that time that if things change in the proposal
15 that you had earlier indicated your DBE participation for. And
16 let's say you've taken something off the table or some
17 negotiations occur where things are not going to happen as you
18 thought. Then at that time you get to revisit the DBE portion
19 to proportion out to the true work that you're going to finally
20 do. That's just in case there is a baffo.

21 So that's the only time you would be able to change
22 your DBEs, because perhaps in the baffo something has changed in
23 the work and naturally we wouldn't hold you hostage to something
24 you said earlier you would do if it's not there to be done.

25 And it's not saying there's going to be a baffo, but

1 in the event that there is.

2 MS. TURNIPSEED: Are there any other questions?

3 [There were no questions].

4 MS. TURNIPSEED: Wonderful.

5 All right. Well, if there aren't any other questions,
6 this would conclude our meeting. Has everyone signed the sign-
7 in sheet? If you haven't done so, please do so before you
8 leave.

9 Again, my contact information is listed in the
10 solicitation documents, but if you need additional information I
11 do have business cards here, as my contact information is on the
12 business cards.

13 Again, the deadline for submission of questions is
14 Friday, April the 25th. Yes, sir?

15 MR. GOON: I didn't mean to interrupt, but can we get
16 a copy -- do the attendees get a copy of the sign-in sheet?

17 MS. TURNIPSEED: You certainly can. You can wait for
18 a copy and I'll make you a copy or it will be on the website,
19 either way.

20 MR. GOON: Thank you.

21 MS. TURNIPSEED: The deadline for submission of your
22 questions is April the 25th. The deadline for submission of
23 your proposals is May the 9th.

24 If there aren't any other questions, this concludes
25 our meeting. Thank you for coming.

1 It's 10:42 and this concludes our meeting.

2 (Meeting was concluded at 10:42 a.m.)

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CERTIFICATE OF TRANSCRIBER

I, hereby, certify that the Maryland Department of Transportation, Maryland Transit Administration Pre-Bid Conference for RFP Number MTA-1431 held at 6 St. Paul Street in Baltimore, Maryland on April 16, 2014 was recorded by means of electronic sound recording.

I further certify that, to the best of my knowledge, that the foregoing pages represent a complete and accurate transcript of the electronic sound recording of the conference as transcribed by me.

I further certify that I am neither an employee of MTA or relative to any party, herein, and that I have no interest in the outcome of this Solicitation and subsequent award.

In witness whereof, I have affixed my signature this 29th day of April, 2014.

By: 
Carol O'Brocki
Transcriber